

Family Input Page Instructions

This form was designed to assist families in being prepared for meetings and give them the same opportunity as service providers to have their input considered, documented and formalized as part of any plan designed to meet their child's needs. It is to be used whenever families and service providers formally meet and/or anytime a family may so desire.

Also, if a family wishes their input to be formalized and filed in their child's records it will be done as they have requested without being limited to the confines of this form, but will be received in any fashion they have prepared or ask that it be prepared for them. Some suggested meeting times for use of this Family Input Page would be in preparation for Individual Family Service Plans, Transitions, and Individual Education Plans.

Prior to the meeting, the family will be given the Family Input Page (FIP), along with this instruction page by their . This form belongs to the family and how they fill it out is their choice. They may choose to do it on their own, at another time, or with some assistance.

The Primary Service Coordinator will get the completed Family Input Page from the family. The family shall let the Primary Service Coordinator know if they want to share their own FIP at the meeting or if the family wants the Primary Service Coordinator to share part or all of the FIP.

With the families approval the Primary Service Coordinator will send the FIP out with an agenda. The agenda needs to be developed with the family. This will assist all the team members in preparing for the upcoming meeting.

During the course of the meeting every item on the FIP must be covered. Please note that the FIP will help in filling out the "Resources, Priorities, and Concerns" section of the Individual Family Service Plan. Before the meeting has ended, review the FIP and make sure that the entire team, primarily the family feels that it has been adequately addressed.

Ask the family if they want to file the FIP in their child's record, and if they want to include the FIP with the formalized plan that was developed by the team for the child and/or family.

Should you have any questions or need additional information, regarding this Family Input Form or need more resources, in order to be more prepared for meetings, please contact your regional First Steps Technical Assistance Team, which consists of a program consultant and a parent consultant. This information is available from First Steps Point of Entries or Primary Service Coordinators.

*Developed by Becky Moore
Parent Consultant 3/98
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FAMILY INPUT PAGE

for _____ by their family _____
(child's name) (parent's signature)

The meeting is _____ held on _____, 20____
(meeting name) (date)

(PLEASE FILE A COPY OF THIS FORM WITH OUR CHILD'S RECORDS.)

1. Here's what I enjoy about my child. . .

2. She/He does these things well. . .

3. My child likes. . .

4. I think my son/daughter learns better when. . .

5.a. Here’s our typical routine/activities for the week:

	<u>Sunday</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>
Morning							
Afternoon							
Evening							
Bedtime							

5.b. The most convenient time and place for our child to receive First Steps Services would be:

6.a. Some of the things we consider as a resource (anything that is helpful to your child with differing abilities and to your family) are:

6.b. If we had these things in our life, things would be easier for our child and us...

7. In the next six months, we'd like to see our child accomplish these things. . .

8. Listed below are some things we want to talk about at the meeting. . .	Discussed (yes or no)	What Happened (List Action Taken)
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FAMILY INPUT PAGE (Form 2)

For _____ by their family _____
(child's name)

(parent(s) signature)

The meeting is _____ held on _____ 20_____
(meeting name) (date)

Listed below are some things we want to talk about at the meeting. . . .

Discussed
(yes or no)

What Happened
(List Action Taken)